

**SCHOOLCRAFT COUNTY ROAD COMMISSION
332N EAST ROAD, MANISTIQUE, MI 49854
BOARD MEETING AGENDA
March 11, 2026 - 7:00 a.m.**

001109

1. Call Meeting to Order
2. Roll Call
3. Pledge of Allegiance
4. Approval of Agenda
5. Approval of Minutes
6. Public Comment
7. Unfinished Business:
8. New Business:
 - A. Voucher 26-22 & 26-23
 - B. Policy 97-5 Safety Committee Replacement with Proposed Policy A9.00 Safety Committee
 - C. Resolutions for Critical Bridge Applications
 - D. Approve Submissions of Act 51 Certification Maps
 - E. Non-Union Policy
 - F. Administrative Contracts
9. Manager's Report
 - A. Commissioner Comments
10. Engineer's Report
 - A. Commissioner Comments
11. Department Heads
12. Commissioner's Comments:
13. Meeting Notices
 - A. Board Meeting Monday, March 23, 2026
14. Public Comment
15. Adjournment

1. Call Meeting to Order

The meeting was called to order by Chairman T. Klarich at 7:00 am.

2. Roll Call: The roll was called for the Commissioners.

Present: Thomas Klarich
Randy Lund
Keith Rochefort
Wayne Johnson

Absent: Robin LaCroix

Also in Attendance: Jean Vanderville, Managing Director; Ian Stampfly, Road Engineer; Tanya Hoar, Finance Director; Michelle Steffen, HR Generalist, Roger Martin, Shop Foreman, Paul Walker, County Commissioner

Absent: Kim Rochefort, Road Foreman

3. Pledge of Allegiance: The pledge was recited.**4. Approval of Agenda:**

It was moved by Commissioner W. Johnson, seconded by Commissioner R. Lund, to approve the agenda as presented.

Ayes: Four
Nays: None

Absent: One

Motion Carried

5. Approval of Minutes:**Board Meeting 2-25-2026:**

It was moved by Commissioner R. Lund, seconded by Commissioner W. Johnson, to approve the Board Meeting minutes from 2-25-2026 as presented.

Ayes: Three
Nays: None

Abstain: One

Absent: One

Motion Carried

It was moved by Commissioner W. Johnson, seconded by Commissioner R. Lund to approve the closed session meeting minutes from 2-25-2026 as presented.

Ayes: Four

Nays: None

Absent: One

Motion Carried

6. Public Comment: None

7. Unfinished Business: None

8. New Business:

A. Voucher 26-22 & 26-23:

It was moved by Commissioner K. Rochefort, seconded by Commissioner W. Johnson, to approve the Vouchers 26-22 & 23 as presented.

Roll Call:

Rochefort – Yes

Johnson – Yes

Lund – Yes

Klarich – Yes

Absent: One

Motion Carried

B. Policy 97-5 Safety Committee Replace with Proposed Policy A9.00 Safety Committee: J. Vanderville presented the proposed policy change from Safety Committee to Policy A9.00 Safety Committee.

It was moved by Commissioner W. Johnson, seconded by Commissioner R. Lund, to approve the policy change from Safety Committee to Policy A9.00 Safety Committee as presented.

Ayes: Four

Nays: None

Absent: One

Motion Carried

C. Resolutions for Critical Bridge Applications: I. Stampfly presented a Resolution to support the structure preventative maintenance of two bridges, one on CR 449 over Indian River Structure #9705 and Bass Lake Road over the Indian River Structure #9715.

It was moved by Commissioner K. Rochefort, seconded by Commissioner R. Lund, to approve the Resolution to support the structure preventative maintenance of Indian River Structure #9705, and Indian River Structure #9715 as presented.

Roll Call:

Rochefort – Yes

Lund – Yes

Johnson – Yes

Klarich – Yes

Absent: one

Motion Carried

I. Stampfly presented a Resolution to support the structure replacement of one bridge on CR 432 over Milakokia River Structure #9703.

It was moved by Commissioner W. Johnson, seconded by Commissioner K. Rochefort to approve the Resolution to support the structure replacement of Milakokia River Structure #9703 as presented.

Roll Call:

Johnson – Yes

Rochefort – Yes

Lund – Yes

Klarich – Yes

Absent: One

Motion Carried

D. Approve Submission of Act 51 Certification Maps: I. Stampfly presented the corrections made to the certification maps. Corrected the spelling of Lustila Road, length of Bowman Road, mileage on Michigan Shores, and split Pawley and Howard Roads.

It was moved by Commissioner W. Johnson, seconded by Commissioner R. Lund, to approve the Submission of Act 51 Certification Maps as presented.

Ayes: Four

Nays: None

Absent: One

Motion Carried

- E. Non-Union Policy:** T. Hoar presented the proposed changes to current Policy HR10.4 Non-Union Employees.

It was moved by Commissioner T. Klarich, seconded by Commissioner K. Rochefort to approve the changes to current Policy HR 10.4 to be effective 4-1-2026 as presented.

Ayes: Four

Nays: None

Absent: One

Motion Carried

- F. Administrative Contracts:** T. Hoar presented the proposed changes to the current contracts for the Managing Director, Finance Director, and Highway Engineer.

There were concerns from some of the Commissioners regarding the proposed increase in the amount of PTO for the Managing Director and Finance Director. Commissioner W. Johnson recommended the increased amount go to 288 hours instead of the proposed 300 hours.

There were concerns from some of the Commissioners regarding the removal of the language in 2(b) "With Cause". Commissioner W. Johnson recommended that we keep the language related to the conviction of a felony.

There were concerns from some of the Commissioners regarding the proposed employee use of employer vehicle due to residing outside of Schoolcraft County. Commissioner W. Johnson recommended that there be a truck policy, with clear direction as to the liability when crossing the county line. T. Hoar will update the language in each of the contracts.

T. Hoar will make recommended changes to the three contracts, adding language for the truck provision, and provide to the attorney for review and then present back to the board for a final review and approval.

9. Manager's Report:

Notice of Trespass: Our response was delivered and signed by the attorney. We have not heard anything back from him.

Brush Guard on A102: The brush guard has been installed. Let's hope I don't need to use it.

Collective Bargaining Sessions: Negotiations are scheduled for March 11th and 13th. As a reminder, if Mike needs to propose anything to the board outside of his authority, he will let us know and we will need to schedule a special meeting. That would most likely fall in the week of the 16th – 20th.

Website ADA: Our website is currently at 96% complete. This may be the maximum that I can get to because we have “hidden” pages for administrative use only and the SEO/GEO is catching those pages. I have also tried to correct the recommendations for the 2016 board minutes, but on my end it all appears to be accurate, but the scan is not recognizing it. The Commissioners agreed to involve IT so that we can get 100% compliance.

Warranty Tracking Program: We have been working on putting together a warranty tracking program for our trucks and equipment. So far, we have the new pickups and add-on warranty details in the AUTOSIST set with reminders.

County Annual Report: I presented the annual report for the county per their audit requirements. The commissioners had a few questions about salt usage and shortages. The report was accepted and approved.

Seasonal Weight Restrictions: We implemented seasonal weight restrictions effective Thursday, March 5, 2026 at 6:00 AM.

Safety Committee Policy: Since there was a complete overhaul of the policy, I have provided a copy of the old version and a copy of the new version rather than a redline version. The policy was developed by the Safety Committee and the administration team.

Act 51 Certification Maps: Last year’s resolution granting authority to the Managing Director to submit via electronic submission is still valid, so we do not need to submit resolution this year. We corrected the spelling of Lustila Road, corrected the length of Bowman Road, separated Pawley & Howard Roads, (they were combined previously), and changed the mileage on Michigan Shores. Cert maps will be available to view at the board meeting.

10. Engineer’s Report:

2025 Projects: Work continues on addressing MDOT’s comments. I have completed addressing the CR-449 and CR-443 comments and am moving to finish closeout on those two projects.

CR-437 @ Iron Creek and CR-442 @ Spring Creek: No new updates on these proposals/grants.

Critical Bridge Applications: I have been putting together our critical bridge applications for this year. The applications are for the Milakokia Bridge replacement like we’ve discussed and the second is a resubmission of one application from last year to do some preventative maintenance work to two bridges, one in Steuben on Bass Lake Road and the second on CR-449 both over the Indian River. The critical bridge applications are due April 1st, and we should hear about award/selection around October.

Township Paving Projects: The bid openings for Hiawatha, Manistique, and Doyle Township paving projects took place on Friday the 27th. Bacco Construction was the lowest bidder for all three townships and was lower than my engineer’s estimate. I anticipate the townships will approve the low bids and the projects will move forward. I’ll keep you updated on timeframe of construction as I learn more.

Certification Maps: I have been working on our certification maps and updated a couple of minor things to clean them up more. The maps are now finalized for 2025 and ready for approval.

11. Department Heads:

Tanya Hoar:

Had nothing additional to report on.

Roger Martin:

Accurate Full Service Vehicle gave us an estimate of \$6,489 for 457. The frame was not bent, so that is good news. Unfortunately, the sander is 450 days out, but we do have an old sander sitting out back that we can make do with until the new one arrives.

Working with other road commissions to set up training for the mechanics. Topics are electrical, hydraulic, and heavy-duty air conditioning.

Michelle Steffen:

Jordan Farmer's last day is March 13th. Required internal postings have been posted and we are now to the point of advertising externally in the Tribune, MI Works, Advisor, our Facebook and website.

Darren's last day is March 20th, and Kendall can stay until April 11th if needed. We have not heard from the Seney garage as to when the temps there will be done.

12. Commissioner's Comments:

Commissioner K. Rochefort asked about the plow truck he recently seen being hauled. J. Vanderville responded that it is the truck that hit the railroad tracks and was being hauled to Green Bay for repairs.

Commissioner K. Rochefort asked for details about the broken windshield in the sign truck. J. Vanderville stated that while cutting down branches, one bounced up and broke the windshield.

13. Meeting Notices:

A. Board Meeting Monday, March 23, 2026

14. Public Comment: None

15. Adjournment: The meeting was adjourned at 8:30 am.


Thomas Klarich, Chairperson


Jean Vanderville, Managing Director